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**REGULAR MONTHLY MEETING OF THE STEPHENS CITY TOWN COUNCIL
TUESDAY, APRIL 1, 2008
7:30 p.m.**

Mayor Ray Ewing called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance.

Council member Fravel gave the invocation.

Roll call showed the following present:

Vice Mayor Shull, Council member Ron Bowers, Council member Linden A Fravel, Jr., Council member Mike Grim, Council member James Harter, and Council member Joseph W. Hollis..

Staff present: Mike Kehoe, Town Administrator; Brian Henshaw, Town Planner; Kathy Monk, Town Treasurer; Dianne MacMillan, Town Clerk; David Griffin, Town Attorney.

Press Present: Lywood Outlaw, Northern Virginia Daily; Jessica Burchard, Winchester Star

ACTION AGENDA

Council member Grim moved to adopt the Agenda as presented and the motion carried.

PUBLIC COMMENTS

No citizens present.

MINUTES – March 4, 2008.

Council member Hollis moved to approve the minutes of March 4, 2008 as presented and the motion carried by the following vote:

Vice Mayor Shull	-	Aye
Council member Bowers	-	Aye
Council member Fravel	-	Aye
Council member Grim	-	Aye
Council member Harter	-	Aye
Council member Hollis	-	Aye

TREASURER’S REPORT

The Mayor asked for questions or comments on the Treasurer’s report and there were none. The Treasurer’s report was accepted as presented.

POLICE REPORT

Mayor Ewing said the police report had been distributed and Chief Bockey elaborated on the incidents reported. The police report was accepted as presented. Mr. Kehoe, Town Manager, said the police enforcement of expired decals was greatly appreciated and has resulted in increase in collection of decal fees and delinquent personal property taxes.

ACTION AGENDA

A. Public Hearing - Town Code Chapters 1 and 2; Repeal, Revise and Re-enact

Mayor Ewing called the public hearing to order to hear comments on the proposed revisions to Chapters 1 and 2 of the Town Code. He stated that the Administrative Committee had reviewed the changes at length. Council member Hollis, Chair of the Administrative Committee, added that the changes reflect the change to a town manager style of government and show the responsibilities more clearly drawn.

Mayor Ewing asked that the Clerk read the ordinance by title only for the first reading. The Clerk read "An Ordinance to Repeal, Revise and Re-enact Town Code Chapters 1 and 2". Council member Fravel moved to approve the first reading of the ordinance and the motion passed.

Mayor Ewing asked that the Clerk read the ordinance by title only for the second reading. The Clerk read "An Ordinance to Repeal, Revise and Re-enact Town Code Chapters 1 and 2". Council member Fravel moved to approve the second reading of the ordinance and the motion passed.

Mayor Ewing announced that the third and final reading of the ordinance would be scheduled for the May meeting.

B. Third and Final Reading of Allegheny Power Franchise Agreement

Town Attorney Dave Griffin said the franchise agreement involved long discussions and all the issues were finally resolved.

Mayor Ewing asked that the Clerk read the franchise ordinance by title only for the third and final reading. The Clerk read "An Ordinance to Award a Franchise to Supply and Sell Electric Current Within the Town of Stephens City, Virginia." Council member Shull moved that the Council of the Town of Stephens City adopt the ordinance. The motion passed with the following recorded vote.

Recorded Vote:

Vice Mayor Shull	-	Aye
Council member Bowers	-	Aye
Council member Fravel	-	Aye
Council member Grim	-	Aye
Council member Harter	-	Aye
Council member Hollis	-	Aye

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C. Proclamation – disAbility Awareness Week – April 18 – 26, 2008

Mayor Ewing proclamation recognizing access independence disabiliit awareness week. Asked for a motion to approved the proclamation as presented. Grim moved to approve

Recorded Vote:

Vice Mayor Shull	-	Aye
Council member Bowers	-	Aye
Council member Fravel	-	Aye
Council member Grim	-	Aye
Council member Harter	-	Aye
Council member Hollis	-	Aye

COMMITTEE REPORTS

Personnel

Council Harter, Chairman of the Personnel Committee, reported that the Committee met on the 10th of March and recommended a maximum 4% pay increase based on merit. Council member Harter moved that upwards of maxime 4% pay increase based on merit forthis year and a 2000.00 merit pool to be distributed by the staff. Discussion called by mayor. Fravel asked how it would be distributed and by the Mayor. Bowers asked what fed index was. The motion passed with the following recorded vote:

Recorded Vote:

Vice Mayor Shull	-	Aye
Council member Bowers	-	Aye
Council member Fravel	-	Aye
Council member Grim	-	Aye
Council member Harter	-	Aye
Council member Hollis	-	Aye

Finance

Council member Hollis, chair of the Finance Comm. Reported that the proposed cigarette tax and participating in the northern va consortium and will have to find another way so delayed. Mike said should have information to go to ph at the next meeting.

PLANNER'S REPORT – Brian Henshaw

Town Planner, Brian Henshaw, reported that the Planning Commission requested a joint committee be formed with Fred Co convened when decision is requireid for the joint annexation area. He said he could draft an invitation to Freder co to join the committee if Council approved.

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He stated that members invited from Fred Co would include one elected official or two, on member of the pc and one key staff member from the planning dept. Town would include one pc member and one staff member. Any time have any decision within the joint annexation area so both jurisdictions would be aware of what is going on. Mayor said that PC is asking that Council approved the recommendation for a joint planning committee. Brian only approved that draft a letter. Fravel said there is a void in the planning especilly on the north end and annexation agreement was nebulous so have a clear understanding with the County that the mix both looking at is compatible to what both looking at and may streamline the process for the developer. No a committee with voting power only communication interested in. Mike said need to develop guidelines for the committee before approaching the County so that no assumptions are made. Fravel only for dialog with the County. Mike more definition of what committee will do. Directed to prepare a draft to be acted on at the May meeting. All agreed.

TOWN MANAGER'S REPORT – Mike Kehoe

Mr. Kehoe reported that the Crooked Lane project is almost ready to be initiated. Have had a prebid conference and will be due by April 11. Mayor target date. Mike 180 days will be turn around time. End of March received 70% of revenues for the years budget meals tax and proffer revenues but bus lic and sales tax revenues are strong. Also VDOT did not accept town's resolution to reduce the speed limit at the south corp limits and did not even consider dropping to 45 mpd instead will put up a sign advising of drive in parking along the road at night. Should go back to public safety. Bowers stated that he had a real concern about not dropping speed limit but allow people to park alongside the road at night and it will be reviewed. Mayor suggested a stronger case for the speed reduction and consultation with safety experts. Mike NHF plans are well underway meeting tomorrow and on Wed 16th.

COUNCIL COMMENTS/CALENDAR

The members agreed to change the Public Works Committee and the Water/Sewer Committee meetings to 9:00 a.m. and 9:30 a.m. on the third Thursday of every month on a permanent basis.

ADJOURN

There being no further business, Councilman Bowers moved to adjourn and the motion carried. The meeting adjourned at 7.58 p.m.

Ray E. Ewing, Mayor

Dianne L. MacMillan, CMC
Town Clerk

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